

**WILLIAMSBURG
ARCHITECTURAL REVIEW BOARD MINUTES
Tuesday, November 4, 2003**

CALL TO ORDER AND ATTENDANCE

The regular semimonthly Architectural Review Board meeting was held on Tuesday, November 4, 2003, at 6:30 p.m. in the third Floor Conference Room of the Municipal Building.

Chairman Williams called the meeting to order. Present in addition to Mr. Williams were Board members Mr. Sandbeck, Mr. Pons, Mr. Durbin, Mr. Walker, Mr. Spence, and Mr. Watson. Also present was Zoning Administrator Murphy and Zoning Officer Beck.

CONSENT AGENDA

- | | |
|--------------------|---|
| ARB #03-085 | Millar/714 South Henry Street – Demolition of building – Approved. |
| ARB #03-086 | Millar/710 South Henry Street – New Building (gazebo) - Approved. |
| ARB #03-088 | Penick/376-222 Merrimac Trail – Exterior Change (window replacement) |
| ARB #03-084 | Whye/682 Counselors Way – Exterior Change (window) - Approved. |

Recorded vote on the motion:

Aye:	Mr. Sandbeck, Mr. Pons, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence, Mr. Watson.
Nay:	None.
Absent:	None.
Abstain:	None.

SIGNS

ARB

- | | |
|---------------------|--|
| SIGN #03-039 | Big Apple Bagels/1222 Richmond Road – Monument Sign |
|---------------------|--|

Bill Craig, Sign-A-Rama, presented the Big Apple Bagel monument sign noting the following:

- The yellow was more of a beige color and not a bright yellow that is shown on the drawing and would match the building mounted sign.
- All colors would match the building mounted sign including the stripes and lettering.
- The sign base would match the lettering.

A general discussion followed on the proposed illumination for the sign. Mr. Craig noted that ground mounted spot lights were proposed at a future date. Board members agreed that any proposed lighting in the future must return to the Board for approval.

Mr. Williams motioned to approve ARB Sign #03-039 conditioned upon the following:

- All colors for the sign including the background color match the building mounted sign.
- The color of the base matches the trim color on the sign.
- The applicant must return to the Board for approval of any proposed illumination of the sign when lighting is proposed.

Recorded vote on the motion:

Aye: Mr. Sandbeck, Mr. Pons, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence, Mr. Watson.

Nay: None.

Absent: None.

Abstain: None.

CONCEPTUAL REVIEW

**ARB #03-083 Monticello Shopping Center/Mountain Mudd
Espresso/220 Monticello Avenue – New Coffee Kiosk**

Kevin Malecki, presented two brick samples and a sample of the Cooley-Brite Forest Green vinyl roof material for the coffee kiosk. He noted that either of the proposed Robinson thin brick samples ("School House" and "French Quarter") would closely match the Monticello Shopping Center. Ms. Murphy stated she compared the Robinson "School House" thin brick sample to the existing brick and it blended with the existing brick on the shopping center. She agreed to compare the Robinson "French Quarter" brick sample and report when the applicant returns for final approval. The Board agreed to allow staff to compare the second brick sample and report on its compatibility when the applicant submits the request for final approval.

A general discussion followed concerning the glossy finish of the vinyl roofing material with Board members agreeing it does not meet the **Design Review Guidelines**. Several board members noted that other developments were required to have a matte finish for roofing material instead of a glossy finish to reduce glare from their roofs. Mr. Malecki agreed to explore other materials and processes to reduce the glossy finish of the roof as discussed at the meeting.

Ms. Murphy noted signage discussion would be deferred until a site plan has been submitted which will determine the amount of signage allowed for the structure based on its location. She reminded the applicant that all signage on

the exterior of the building and within three feet of the windows on the interior would be included as part of the building mounted signage.

ARB #03-087 Hampton Inn & Suites/911 Capitol Landing Road – New Hotel

Neil Bhatt, Ratnam Patel, & Rham Miraz, presented conceptual plans for a new Hampton Inn and Suites noting the proposed hotel would be a four-story brick structure with an asphalt shingled roof. A discussion followed concerning the side elevation facing Capitol Landing Road, a major street. The design should present the essence of a front elevation facing Capitol Landing Road rather than a side elevation. Board members asked if more windows or some other design features could be used to break up the mass of brick on this elevation. Mr. Bhatt noted several possibilities and agreed to investigate changes for submittal with final plans. It was noted that detailed drawings for all elevations with proposed colors and materials must be submitted with final submission for the hotel.

Mr. Williams motioned to approve in concept ARB #03-087 conditioned upon the following:

- The side elevation facing Capitol Landing Road being revised as discussed at the meeting since it will be the elevation facing a major street.
- Detailed drawings for all elevations being submitted for review and approval.
- All colors and materials being submitted for review and approval.
- All site elements including lighting, dumpster enclosure, mechanical equipment and screening being submitted for review and approval.

Recorded vote on the motion:

Aye: Mr. Sandbeck, Mr. Pons, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Spence, Mr. Watson.

Nay: None.

Absent: None.

Abstain: None.

Minutes October 14, 2003

Minutes were approved as present.

There being no further business, the meeting adjourned at 7:30 p.m.

Jason Beck
Zoning Officer